

**Mental and Behavioral Health Education and Training Grant Program  
Funding Opportunity Announcement HRSA-12-181  
Technical Assistance Calls: Frequently Asked Questions**

- **How will this grant program achieve its goal to increase the number of social workers and psychologists who pursue clinical work with high need and high demand populations?**

This program will increase the enrollment of MSW and doctoral-level psychology students and/or influence already enrolled students to select a clinical concentration that focuses on working with high need and high demand populations. Specifically, by providing support for stipends to the MSW and doctoral level psychology students, this grant program will create more field placement and internship slots for students working with high need and high demand populations, place more students in these field placements and internships, and ultimately increase the number of clinical providers working with these identified populations.

- **Is the PowerPoint presentation used in the MBHET technical assistant calls available?**

No, it will not be available. The majority of the information shared is directly from the funding opportunity announcement (FOA): HRSA-12-181.

- **How does somebody become a reviewer for the program?**

Please submit a completed application and an up-to-date resume to <http://www.hrsa.gov/grants/reviewers/> and cc: Sadie Silcott at [ssilcott@hrsa.gov](mailto:ssilcott@hrsa.gov) no later than June 22, 2012.

- **When will the grants be awarded?**

Funds will be awarded on or by September 30, 2012, which is the project start date.

**Eligible Applicants**

- **The modification to the FY 2012 FOA HRSA-12-181 expands the eligible applicants to include accredited pre-degree internship organizations (public and private nonprofit). Does this also include social work field placements as well? Are they able to apply?**

No, the expansion deems only APA- accredited pre-degree internship organizations (public and private nonprofit) eligible to apply for the funding. Social work field placements are not eligible to apply as these placements are not APA- accredited. For social work, only accredited schools/programs can apply.

- **Our APA accreditation expires at the end of 2012. Are we eligible?**

Yes, you are eligible to apply as long as you are accredited at the time of the application. A grantee must maintain eligibility for the entire project period; if your accreditation is not renewed prior to its expiration you will no longer be able to expend funds.

- **The FOA states that support for the doctoral students only applies to the psychology program, and not to the social work program. Can this doctoral status also apply to the graduate social work program if the doctoral social work student receives an MSW during the program?**  
Yes. To be eligible for stipend support in the social work program, the students can be enrolled in a doctoral program as long as they receive an MSW part way through the program. The stipend support is for the MSW, and not for the doctoral degree.
- **Can a student already have an MSW when in the doctorate of social work program and receive stipends?**  
No, because the program is to increase the number of MSWs.
- **I'm the training director for an APA-accredited training institution. We have developed a pre-doctoral internship program (not APA- accredited, but APPIC member). Can we apply as an accredited institution for our unaccredited pre-doc internship program?**  
You can apply, but you will not receive the 10 points for priority funding as the internship is not accredited.

### **Application**

- **Is there a specific format for the biographic sketches of the key personnel?**  
HRSA-12-181 does not have a specific format for the biographic sketches of the key personnel but applicants are encouraged to use the NIH standard form, PHS 398/2590, Biographical Sketch, which can be found at <http://grants.nih.gov/grants/funding/2590/2590.htm>.
- **Can we submit a joint application between social work and psychology programs?**  
No, however, two applications are allowable from an institution if one application is submitted from the graduate program in psychology and the other application is submitted from the graduate program in social work.
- **Is documentation needed from APA to indicate that they support the application?**  
No, documentation of support from APA is not required, but it is allowable to include a letter of support from the organization. That letter is included in the application page limit.
- **What evidence is required as proof of APA or CSWE accreditation?**  
A letter or official documentation of accreditation is acceptable. The documentation is included in the application page limit.
- **Can more than one Project Director be listed on the grant application?**  
No, only one Project Director can be listed on the grant application.

- **How can the qualifications of the Project Director be demonstrated in the grant application?**  
Bio sketches should be utilized to demonstrate the qualifications for the Project Director as well as other pertinent staff members.
- **Clarify the term “clinical” for the social work part of the grant?**  
The term “clinical” refers to direct service.

### **Budget**

Questions relating to the expenditure of funds should be directed to the grants management specialist, Nandini Assar, Ph.D. 301-443-4920; [nassar@hrsa.gov](mailto:nassar@hrsa.gov)

- **Is the awarded \$480,275 funding to be split evenly over the three-year program period?**  
No more than \$480,275 can be requested by an applicant for the three-year program period. It does not need to be split evenly over the three-year budget period as we understand that it may take some time to develop new internship/field placement slots. However, students need to receive stipends in each of the three years. Applicants are encouraged to show an increase in the number of field placement/internship slots per year during the three years.
- **Is the 75/25 percent split calculated in the annual budgets to be submitted or is it calculated on the overall 3 year budget period?**  
Since there is one 3-year budget period, the split is to be calculated with the total amount for the 3 years, versus each year individually.
- **Is there a salary limitation for this program?**  
No, there is no salary limitation for Prevention and Public Health Funding through the Affordable Care Act. However, all salaries included in the grant must be reasonable and necessary.
- **Is it possible to purchase equipment with the funds?**  
Yes, equipment can be purchased with a portion of the 25 percent that is awarded to the grantees.
- **For programs that start on July 1<sup>st</sup> 2012 how will the students be paid their stipends when the grant funding will not be awarded until September 30<sup>th</sup> 2012?**  
The enrollment slots that are being developed, as a result of this grant, are for the following July 2013, which will still be in the first year of the project period.
- **Can costs for intern supervision be included in the budget?**  
Academic institutions can utilize a portion of the awarded 25 percent for this purpose.
- **Will half or all of the funds be awarded?**  
All of the funds will be awarded at the start of the 3 years.

- **Are travel costs included in the non-stipend portion (25 percent) of funding?**  
Yes, you may include travel costs in your budget for the non-stipend portion (25 percent) of the funding. Justification of this budget item is encouraged.
- **Can faculty salary be supported with the non-stipend portion (25 percent) of funding?**  
Yes, you may include faculty salary in the non-stipend (25 percent) portion. Justification of this budget item is encouraged.
- **Are indirect costs (8 percent) included in the money that is awarded?**  
The 8 percent is included in 25 percent of the funds that are awarded, but not in the 75 percent of the money that is allotted for stipends.

### **Stipends**

- **Are health benefits included in the stipends?**  
Institutions cannot mandate the stipends be used to pay for health benefits for the students, but students may choose to use the stipend to pay for health insurance if they wish.
- **Can health benefits be provided through other sources outside of the grant?**  
Yes, health benefits for the students can be provided through other sources besides the funding awarded through the grant.
- **Can the stipend portion (75 percent) of the funding be used for either pre-degree internships and/or practicums?**  
No, for doctoral-level (PhD/PsyD) psychology students, the stipend funding is for the pre-degree internship, and is not to be used for practicum support.
- **How is the cost of travel accounted for in the grant?**  
The stipend that is issued to the student through support from this grant can be used for travel if this is how the student wants to use the stipend. Otherwise, travel can be supported through the non-stipend portion (25 percent) awarded to the institution.
- **Can my organization, which has a part-time, two-year PsyD internship model that pays stipends of \$10,000 per year, spread out the \$20,000 stipend in this grant over two years for each slot, perhaps via a no-cost extension?**  
Yes, \$20,000 can be awarded to the PsyD student up front to allow them to complete their one-year internship even though it is part-time and spread over two years.
- **Our students are placed in settings for nine months only. Do we prorate the \$10,000 stipend to reflect the nine month placement?**  
There is no prorating. At least \$10,000 per year needs to be provided to each student who is awarded a stipend through this grant program.

- **For MSW students, the stipend is tied to the student and not the field placement. Therefore, should the same student receive the stipend for 2 years if the student meets the criteria?**

Yes.

- **Does the funding have to remain with the same student through both years of field placement or can the stipend remain with the placement site that has a different MSW student placed there each of the years?**

The funding is for the same student for both years of field placements for regular MSW students. The funding cannot remain with the placement.

- **Is it allowable for an institution to award more than \$10,000 per student per year for Master of Social Work students?**

Yes, the minimum stipend that must be awarded is \$10,000 per student per year.

- **Is it allowable for a school of Social Work to only fund one year of a field placement?**

No, funding for Schools of Social Work must be for two years unless the institution is funding Advanced Standing students. Each program (MSW and PsyD/PhD psychology) is to have three cohorts of students during the three year program period.

- **Is it possible to supplement current stipends or/and slots?**

No, supplementation of current stipends or/and slots is not allowable. The purpose is to enroll new students and create more slots.

- **We have a consortium and are strongly encouraged by APA to have equal stipends. If we create new slots that are paid \$20,000 and do not supplement our existing stipends that are less than \$20,000, then our stipends will be unequal. The FOA is clear that we need to offer \$20,000 per year. Is it allowable to use a small portion of the funds to bring our other slots up to the same amount so that we do not run into problems related to our APA accreditation?**

No, each stipend is intended to go towards the creation of a new training slot. The goal of the funding opportunity is to support additional trainees to enter the field to serve the clinical needs of underserved and high need and high demand populations. Funds are not intended to, nor can they be used to, supplant existing traineeships or training slots.

- **Social Work programs have a variety of different types of formats. What do we do if there are models that do not have two internships over two years?**

We understand that there are different formats. As the FOA states, each student is to receive at least \$10,000 per year for each internship. This includes funding for 2 years for regular MSW students and 1 year for advanced standing students.

Social work programs should propose how the students will receive at least \$10,000 per year to support each internship. Students need to be funded in each

year, and a combination of students (advanced standing, regular MSW, part time students) can be funded. A variety of approaches are possible to meet the requirements of this grant program.

- **If an MSW program is small and there is limited capacity to increase the enrollees and field placement opportunities, can the funding be used to attract people to clinical placements with high need and high demand populations who may not pursue clinical placements otherwise?**

Yes.

### **Sustainability Plan**

- **What type of sustainability plan is requested in each application?**

Each application should describe how it will sustain the program beyond the 3 years of federal funding and become self-sufficient. For social work programs, for example, a sustainability plan will need to be developed by the institution to indicate how they plan to fund the second year Cohort #3 non-Advanced Standing MSW students to ensure that these students receive a second year of support.

- **After the budget period of this grant program, is the applicant required to support the same level of stipend or is another type of sustainability support allowable?**

HRSA cannot require an applicant to provide any support beyond the funded years, but including a sustainability plan is required in the application. The application will be enhanced if it includes a sustainability plan to support the expansion/addition of field placements/pre-degree internship slots for MSW and PhD/PsyD psychology students beyond the 3 year budget period.

### **Interdisciplinary**

- **In regards to the interdisciplinary education, is it allowable to incorporate this with didactic and/or clinical training? Is interdisciplinary training/collaboration required or recommended?**

The applicant can plan, design, and implement interdisciplinary education that is in the didactic and/or clinical training components of the program. The other disciplines to be included are very broad. Sec. 750 (a) of the Public Health Service (PHS) Act requires that academic institutions receiving assistance under Part – D of Title VII of the PHS Act, Interdisciplinary Community-Based Linkages, must use the funds in collaboration with two or more disciplines. This is referring to entities that are receiving funding from the Area Health Education Centers (AHEC) program or at least one of the six Geriatric and Allied Health Programs: Geriatric Training Centers (GEC), Comprehensive Geriatric Education Program (CGEP), Geriatric Training for Physicians, Dentists, and Behavioral and Mental Health Professionals (GTPD), Geriatric Academic Career Award (GACA), Chiropractic Demonstration Project (CDP), or Graduate Psychology Education (GPE). If an entity does receive funding from a program included in Section 750(a) of the PHS Act, the applicant is required to collaborate with two or more disciplines in addition to social work or psychology. The interdisciplinary approach is encouraged for applications that do not receive such funding.

- **If Section 750(a) of the PHS Act applies to our institution (i.e. we receive AHEC, GEC, or GPE funding, etc.), does the interdisciplinary education for HRSA-12-181 have to be with these funded programs?**

No, the collaboration does not need to be with these programs, but interdisciplinary education and training is required with two or more disciplines beyond social work and psychology.

- **Can the participants who provide the interdisciplinary training be students, professors, or both?**

Both students and professors can participate in the interdisciplinary training.

- **Regarding the interdisciplinary training requirement, can it be fulfilled entirely with academic disciplines within the university, or can it be fulfilled through partnerships with agencies or internship placement sites?**

It can be fulfilled internal to the university or through partnerships with other agencies and internship/field placement sites.

### **Collaboration**

- **How does an APA-accredited internship program work with and develop a strong relationship with accredited schools and programs?**

Each applicant needs to develop relationships with accredited schools/programs and provide documentation, such as a letter of support, that they have worked with the institution prior to and/or have a mutually beneficial relationship. The schools/programs do not need to be in the same geographic area. Each applicant is to provide evidence that a relationship/collaboration exists between the accredited internship and one or more academic institutions. The expectation is that a conceptual continuum between the academic institutions and the internship programs will be fostered and developed. A dialogue should be fostered regarding the student's progress as well as recruitment with regards to increasing internship slots.

- **Is it allowable to collaborate with more than one internship site?**

Yes, collaboration is allowed with more than one internship site.

- **Can an academic institution partner with a Department of Veterans Affairs (VA) Hospital or agency for the purposes of this grant? Can funding be provided to the VA through a subcontract?**

Yes, an academic institution can partner with a VA affiliated institution in the effort to increase internship/field placement slots. The academic institution may decide to provide funding through a subcontract for the student stipends to the VA directly, and the VA will then disburse to the students. However, the VA is not able to receive any funding for indirect or other costs outside of the stipends as it is part of the Federal government.

## **Target Population**

- **How many of the high need and high demand populations mentioned in the FOA need to be part of the applicant's target population? Is there preference for the veterans, military personnel, and their families?**  
The applicant needs to focus on at least one high need and high demand population whether it is rural, underserved, vulnerable, or military personnel, veterans, and their families. There is no preference or priority for veterans, military personnel and their families.
- **Does “high need and high demand populations” refer to students or clients served?**  
For this funding opportunity, it is referring to the clients served, which encompasses the rural, vulnerable, and/or underserved populations, and veterans, military personnel, and their families.
- **Are autistic children part of the high need and high demand populations?**  
As long as you can provide a justification that the populations mentioned in the application are high need and high demand, then they can be included.
- **Does addressing more of the mentioned high need and high demand populations strengthen the application?**  
No, it does not strengthen the application. HRSA-12-181 requires eligible field placement and APA-accredited internship sites to focus on the high need and high demand populations and create more training slots to accommodate more students working with these populations.
- **The social work funding priority states that the graduation rate should not be less than 80 percent for social work students. Does this percent pertain to MSW and/or BSW students?**  
The 80 percent refers to the MSW students.
- **The FOA states that the estimated number of unduplicated participating students will be approximately 280 across all 20 MSW and PsyD/PhD psychology programs. What increase is expected from each awarded applicant?**  
Each applicant is expected to show that it has increased the number of student slots for field placement/internships from its starting point, but there is no expected number for each applicant. It depends on the size of the program, the number of internships/field placements, etc.
- **For APA-accredited internship programs, is the primary goal to increase the number of clinical service providers?**  
Yes, and this is the case for social work field placements as well.
- **Does the internship program need to be a special track within the academic institution?**

Each accredited institution describes in its submitted application for how it plans to implement the grant program. A special track may be an approach that an institution decides to take or not take.

### **Reporting**

- **Because of the schedule of when the field placement/internship programs begin, many of the stipends will be awarded towards the end of the first year of the program period (ends on September 29, 2013). That means that the participants in Cohort #3 will be awarded during the third and final year, but will complete the program after the program period ends (September 29, 2015). How should this data be reported?**

The reporting specifics will be provided to applicants that are awarded FY 2012 HRSA-12-181 funding.

- **How often is the awarded applicant to submit the Progress Report and BHP Performance Report?**

These are two separate reports and each is required to be submitted on an annual basis. Further information will be provided in the award notice and from the Project Officer after the award is made.